



Gaithersburg

A CHARACTER COUNTS!

CITY OF GAITHERSBURG

Gaithersburg Senior Advisory Committee Meeting

Monday, October 3, 2011

Attendees: Abbas Jafri, Richard Kenly, Shirley Mitchell, Wilma Penn, Marcia Robins, Leslie Shapiro
Staff: Grace Whipple and Yoland Bastian took minutes

Absences: Sylvia Craig, Lilia Jacob, John Rhee and Revathi Vikram

Meeting was called to order at 12:45 p.m. September 12, 2011 minutes were moved, seconded and approved unanimously.

Senior Center Kitchen – The kitchen renovation will begin in January and is planned to be completed before June 2012. The lunch program will continue. Chef Sia will provide hot meals for two days and cold boxed lunches for three days. Request for Proposal will go out in the beginning of the year for the Nutrition Program catering services in FY'13.

I. Committee Reports:

- A. Activities** – Marcia Robins reported she has met with Charlyn and programs are planned for November and December including Veterans Day, the center's Thanksgiving celebration and the Holiday Luncheon.
- B. Diversity** – Revathi Vikram is on travel, no report this month. Olympia Huff has assumed responsibilities for the diversity programs.
- C. Communication** – Shirley Mitchell announced the Welcome Package is available at the front desk and asked Committee to pick up a copy to stay informed of the Center's procedures. Eight members have joined the Welcome Committee.
- D. Other Business** – Committee was reminded to attend the presentation at the Mayor and City Council Workshop on Oct. 10 at 7:30 p.m.

II. NEXT MEETING: Monday, November 7, 2011. Agenda items due November 1, 2011

III. ADJOURNMENT:

The meeting adjourned at 1:30 p.m.

Respectfully submitted by,
Yoland Bastian